

**I. S-SIGNATURE EXAMPLES, 37 CFR 1.4(d)(2) effective September 21, 2004**

**A. BY INVENTORS, AFFIANTS (e.g., §§ 1.131 & 1.132), ASSIGNEES  
AND PRACTITIONERS SIGNING AS INVENTORS**

	<b><u>SIGNATURE TYPE</u></b>	<b><u>SIGNATURE</u></b>	<b><u>TREATMENT</u></b>	<b><u>PREFERRED</u></b>
1.	S-Signature within forward slashes, name below	<u>/John T. Smith/</u> John T. Smith	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	✓
2.	S-Signature with spaces within forward slashes, name below	<u>/ John T. Smith /</u> John T. Smith	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	
3.	S-Signature within forward slashes, name below but no line under the S-Signature	/John T. Smith/ John T. Smith	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2), as a line is not required, although it is recommended.	
4.	Script font S-Signature within slashes, name below	<u>/John T. Smith/</u> John T. Smith	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	
5.	Name above, S-Signature within slashes, below	<u>John T. Smith</u> /John T. Smith/	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	
6.	S-Signature within slashes, name on right side	/John T. Smith/ John T. Smith	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	
7.	S-Signature within slashes, name below, both signature and name have typos	<u>/Johon T. Smith/</u> John T. Smmith	<b>Proper signature</b> Signer identifiable, typo should be noted in record.	
8.	S-Signature without slashes, name below	<u>John T. Smith</u> John T. Smith	<b>Improper signature</b> Treat as unsigned due to lack of slashes, § 1.4(d)(2)(i).	
9.	Script font S-Signature without slashes, name below	<u>John T. Smith</u> John T. Smith	<b>Improper signature</b> Treat as unsigned due to lack of slashes, § 1.4(d)(2)(i).	
10.	S-Signature within double slashes, name below	<u>//John T. Smith//</u> John T. Smith	<b>Improper signature</b> Treat as unsigned due to extra slashes, § 1.4(d)(2)(i).	
11.	S-Signature within slashes	/John T. Smith/	<b>Improper signature</b> Treat as unsigned as no name provided, § 1.4(d)(2)(iii).	
12.	Graphic symbol S-Signature within slashes, name below	<u>/☺/</u> John T. Smith	<b>Improper signature</b> Treat as unsigned due to use of graphic symbol, § 1.4(d)(2)(i).	
13.	Improper punctuation symbols in S-Signature within slashes, name below	<u>/Good?Great!!!/</u> John T. Smith	<b>Improper signature</b> Treat as unsigned due to use of ? and ! symbols, § 1.4(d)(2)(i).	

NOTE: Signatures by assignees are also required to be by: 1) an appropriate party of the assignee to sign;  
2) supported by evidence that the proper assignee is submitting the document. The assignee of the entire interest, or all partial assignees, must sign any correspondence (§§ 3.71(b) & (c)).

# I. S-SIGNATURES EXAMPLES (continued)

## B. BY PRACTITIONERS OF RECORD OR ACTING IN A REPRESENTATIVE CAPACITY

	<u>SIGNATURE TYPE</u>	<u>SIGNATURE</u>	<u>TREATMENT</u>	<u>PREFERRED</u>
1.	S-Signature & reg no. within slashes, name below	<u>/John T. Smith, Reg.# 999999/ John T. Smith</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	✓
2.	S-Signature & reg no. within slashes, name below but no line under S-Signature	<u>/John T. Smith, Reg.# 999999/ John T. Smith</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2), as a line is not required, although it is recommended.	
3.	Script font S-Signature within slashes, name & reg. no. below	<u>/John T. Smith/ John T. Smith, Reg. #999999</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	
4.	S-Signature within slashes, name below with reg. no.	<u>/Customer Number 555555/ John T. Smith, Reg. No. 999999</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	
5.	S-Signature within slashes, name below with reg. no.	<u>/John T. Smith/ John T. Smith, Reg. #999999</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	✓
6.	S-Signature within slashes, and with reg. no. to the right, name below	<u>/John T. Smith/ Reg. #999999 John T. Smith</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	✓
7.	Reg. no. to left of S-Signature within slashes, name below	<u>Reg. #999999 /John T. Smith/ John T. Smith</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	
8.	Name above, S-Signature and reg. no. within slashes below	<u>John T. Smith /John T. Smith, Reg.# 999999/</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	
9.	S-Signature and reg. no. within slashes, name on right side	<u>/John T. Smith, Reg.# 999999/ John T. Smith</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2).	
10.	S-Signature and reg. no. within slashes, name below; John T. Smith signing his signature for Bill Jones (whose name appears first)	<u>Bill Jones by /John T. Smith, Reg.# 999999/ John T. Smith</u>	<b>Proper Signature</b> Treat as signed, § 1.4(d)(2). Acceptable because of John T. Smith's signature, for himself.	
11.	S-Signature within double slashes, name and reg. no. below	<u>//John T. Smith// John T. Smith, Reg. #999999</u>	<u>Improper signature</u> Treat as unsigned due to extra slashes, § 1.4(d)(2)(i).	
12.	S-Signature within back slashes, name and reg. no. below	<u>\John T. Smith\ John T. Smith, Reg. #999999</u>	<u>Improper signature</u> Treat as unsigned due to back slashes instead of forward slashes, § 1.4(d)(2)(i).	
13.	S-Signature without slashes, name and reg. no. below	<u>John T. Smith John T. Smith, Reg. #999999</u>	<u>Improper signature</u> Treat as unsigned due to lack of slashes, § 1.4(d)(2)(i).	

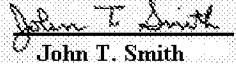
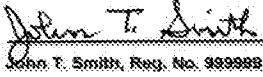
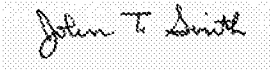
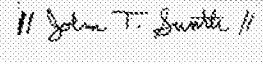
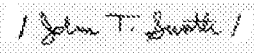
**I. EXAMPLES OF S-SIGNATURES (continued)**

**B. BY PRACTITIONERS OF RECORD OR ACTING IN A REPRESENTATIVE CAPACITY (continued)**

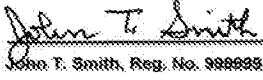
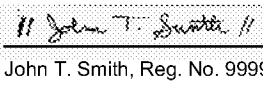
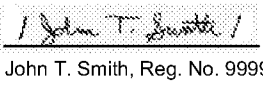
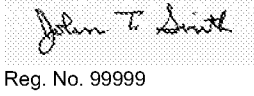
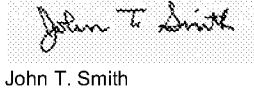
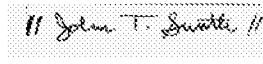
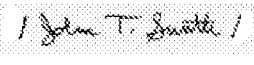
- |     |  |   |  |
|-----|--|---|--|
| 14. | Script font S-Signature without slashes, name and reg. no. below   | <u>John T. Smith</u><br>John T. Smith, Reg. #999999                   | <u>Improper signature.</u><br>Treat as unsigned due to lack of slashes, § 1.4(d)(2)(i).              |
| 15. | Graphic symbol S-Signature within slashes, name and reg. no. below   | <u>/☺face/</u><br>John T. Smith, Reg #999999                          | <u>Improper signature.</u><br>Treat as unsigned due to usage of graphic symbol, § 1.4(d)(2)(i).      |
| 16. | Improper punctuation symbols in S-Signature within slashes, name and reg. no. below  | <u>/Good?Great!!!/</u><br>John T. Smith, Reg #999999                  | <u>Improper signature.</u><br>Treat as unsigned due to use of ? and ! symbols, § 1.4(d)(2)(i).       |
| 17. | S-Signature within slashes and reg. no. to right   | <u>/John T. Smith/</u> Reg #999999                                    | <u>Improper signature.</u><br>Treat as unsigned as no name provided, § 1.4(d)(2)(iii).               |
| 18. | S-Signature within slashes and name below  | <u>/John T. Smith/</u><br>John T. Smith                               | <u>Improper signature.</u><br>Treat as unsigned as no registration number provided, § 1.4(d)(2)(ii). |
| 19. | S-Signature and reg. no. with only 1 slash, name below.<br>John T. Smith signing his signature for Bill Jones (whose name appears first) | Bill Jones<br><u>by/ John T. Smith, Reg.# 999999</u><br>John T. Smith | <u>Improper signature.</u><br>Treat as unsigned as no slash mark is after signature, § 1.4(d)(2)(i). |
| 20. | S-Signature and reg. no. within slashes, John T. Smith signing his signature for Bill Jones (whose name appears first)                   | Bill Jones<br><u>by /John T. Smith, Reg.# 999999/</u>                 | <u>Improper signature.</u><br>Treat as unsigned as no signer name provided, § 1.4(d)(2)(iii).        |

## II. HANDWRITTEN SIGNATURE EXAMPLES, 37 CFR 1.4(d)(1)

### A. BY INVENTORS, AFFIANTS, ASSIGNEES & PRACTITIONERS OF RECORD EXAMPLES

SIGNATURE TYPE	SIGNATURE	TREATMENT	PREFERRED
1. Handwritten with name below		<b>Proper signature</b> No change, recommended for non-practitioners to include name.	✓
2. Handwritten with name and registration number below		<b>Proper signature</b> No change, recommended for practitioners to include name and reg. no.	✓
3. Handwritten		<b>Proper signature</b> No change, name not required, § 1.4(d)(1).	
4. Handwritten within multiple slashes		<b>Proper signature</b> No change, name not required, slashes not required or prohibited, §1.4(d)(1).	
5. Handwritten within slashes		<b>Proper signature</b> No change, name not required, slashes not required or prohibited, §1.4(d)(1).	

### B. BY PRACTITIONERS SIGNING IN A REPRESENTATIVE CAPACITY (37 CFR 1.34) (NOT OF RECORD) EXAMPLES

1. Handwritten		<b>Proper signature</b> See § 1.4(d)(1). Name in addition to signature is required by § 1.34, see 1283 OG 148 (June 22, 2004).	✓
2. Handwritten within multiple slashes		<b>Proper signature</b> Slashes not required or prohibited, §1.4(d)(1). Name in addition to signature is required by § 1.34, see 1283 OG 148 (June 22, 2004).	
3. Handwritten within slashes		<b>Proper signature</b> Slashes not required or prohibited, §1.4(d)(1). Name in addition to signature is required by § 1.34, see 1283 OG 148 (June 22, 2004).	
4. Handwritten with reg. no.		<b>Improper signature</b> Treat as unsigned; no name provided as required by § 1.34, see 1283 OG 148 (June 22, 2004).	
5. Handwritten with name		<b>Improper signature</b> Treat as unsigned; no registration number provided as required by § 1.34, see 1283 OG 148 (June 22, 2004).	
6. Handwritten with slashes		<b>Improper signature</b> Treat as unsigned; no name and registration number provided as required by § 1.34, see 1283 OG 148 (June 22, 2004).	
7. Handwritten with slashes		<b>Improper signature</b> Treat as unsigned; no name and registration number provided as required by § 1.34, see 1283 OG 148 (June 22, 2004).	

### III. S-SIGNATURE EXAMPLE PERMITTED ON CURRENT OFFICE CREATED FORMS:

Fillable Office forms found on the Office's website will be treated, if appropriately completed, as compliant with 37 CFR 1.4(d)(2). Requirements for placement of signature, name and registration number:

FTO/GB21.06-04:  
Approved for use through 07/31/2026. DWS 5551-5333.  
U.S. Patent and Trademark Office, U.S. DEPARTMENT OF COMMERCE  
Application Number: \_\_\_\_\_

Under the Trademark Revision Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number.

<b>EXPRESS ABANDONMENT UNDER 37 CFR 1.138</b>	Filing Date
Fax directly to the Pre-Grant Publication Division at (703) 305-5600; or mail to: Mail Stop Express Abandonment Commissioner for Patents, P.O. Box 1450, Alexandria, VA 22313-1450.	First Named Inventor
	Art Unit
	Examiner Name
	Attorney Docket Number

Please check only one of boxes 1 or 2 below:  
(If no box is checked, this paper will be treated as a request for an abandonment as of the filing date of this paper.)

☐ Assignment of record of the entire interest in the application is enclosed. (Form PTO/SB-96)

☐ Statement under 37 CFR 3.73(b) is enclosed. (Form PTO/SB-96)

☒ Attorney or agent of record. Registration Number \_\_\_\_\_

Attorney or agent acting under 37 CFR 1.24 (may act under 37 CFR 1.34 only if box 2 above, stating that the application is expressly abandoned in favor of a continuing application, is checked): Attorney or agent registration number # \_\_\_\_\_ acting under 37 CFR 1.34. **999,999** (Attorney or agent registration number)

**/John T. Smith/** **September 21, 2004**  
Signature Date

**John T. Smith** **999-555-5555**  
Typed or printed name Telephone Number

October 27, 2004

## IV. EFS CHARACTER CODED SIGNATURE EXAMPLE

37 CFR 1.4(d)(3) (Note: this form of signature was previously permitted under a waiver of the rules for EFS. EFS documentation did not require forward slashes until August 23, 2004):

### A. CREATION (INPUT):

How to input a signature into an EFS menu, which creates an EFS character coded form, which is then transmitted via EFS to the office.

Example, EFS payment form menu:

USPTO ePAVE 5.1 - IDS / Fee Transmittal / Method of payment

File Edit View Help

Actions

- Add common data elements
- Attach files to the project
- Validate the project
- Submit to USPTO
- Obtain acknowledgment receipt

Information Disclosure Statement

- Information disclosure statement
- Preview (IDS)
- Fee Transmittal
- Fee calculation
- Method of payment
- Preview (Fee transmittal)

Total fees due \$ 130

☒ Deposit account

The Commissioner is hereby authorized to charge indicated fees and credit approval payment to

- ☐ Charge any Additional Fee required under 37 C.F.R. Section 1.16 and 1.17
- ☐ Charge the Issue Fee set in 37 C.F.R. Section 1.18 at the mailing of the notice of allowance
- ☐ Charge Assignment Fee required under 37 C.F.R. Section 1.21 (b)

Deposit account number

Deposit Account Access code

Deposit account name

Authorized user name

Electronic signature mark

Date Signed

Mr. Jonathan T. Dodson

Mr. Jonathan T. Dodson

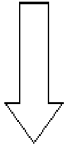
Jonathan T. Dodson

2004-07-03

IV. EFS CHARACTER CODED SIGNATURE EXAMPLE (continued):

B. APPEARANCE IN IFW:

When the Office prints out an EFS filed document that has an EFS character coded signature, it is recognizable as an EFS submission by the inclusion of Electronic and Stylesheet Version numbers. Example, EFS Power of Attorney form:

POWER OF ATTORNEY OR AUTHORIZATION OF AGENT	
Electronic Version v05 Stylesheet Version v05.0	
	
Title of Invention	Automated Interview Method
First Named Applicant: Malchiel A. Doraisamy Attorney Docket Number: 1470.01	
We hereby appoint the registered practitioner(s) at Customer Number:	
21901	*21901*
as our attorney(s) or agent(s) to prosecute the application identified above, and to transact all business in the United States Patent and Trademark Office connected therewith.	
We are the Applicants/Inventors.	
Full Names of Applicants of Record:	
Malchiel A. Doraisamy	
Signature: /malchiel a doraisamy/	
Date: 2003-05-28	
Gilbert R. Railie	

# IV. EFS CHARACTER CODED SIGNATURE EXAMPLE (continued):

## C1. HOW TO RECOGNIZE AN EFS PAPER AS IT APPEARS IN IFW:

To assist in identifying EFS filings (e.g., new applications and IDSs), look for an EFS Data Sheet (which does not contain a signature). A sample older format EFS datasheet includes:

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### Electronic Filing System (EFS) Data Electronic Patent Application Submission USPTO Use Only

EFS ID:	41106	
Application ID:	10250013	*10250013*
Title of Invention:	Automated Interview Method	
First Named Inventor:	Malchiel Doraisamy	
Domestic/Foreign Application:	Domestic Application	
Filing Date:	2003-05-28	
Effective Receipt Date:	2003-05-28	
Submission Type:	Utility Patent Filing	
Filing Type:	new-utility	
Confirmation number:	2666	
Attorney Docket Number:	1470.01	

Total Fees Authorized:	510.0
Payment Category:	Credit Card
Credit Card Number:	*****2008

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October 27, 2004



# IV. EFS CHARACTER CODED SIGNATURE EXAMPLE (continued):

## C2. HOW TO RECOGNIZE AN EFS PAPER AS IT APPEARS IN IFW:

To assist in identifying EFS filings (e.g., new applications and IDSs), look for an EFS Data Sheet (which does not contain a signature). A sample of the latest format EFS datasheet which includes list of the electronic documents that were filed:

ACKNOWLEDGEMENT RECEIPT																									
Electronic Version Stylesheet Version v01																									
<b>Title of Invention</b>	METHOD OF ATTACHING A SEAT BELT TO A SEAT BELT TENSION SENSOR																								
Submission Type : Utility Patent Filing																									
Application Number:	10/604319																								
EFS ID:	43324																								
Server Response:	<table border="1"><thead><tr><th>Confirmation Code</th><th>Message</th></tr></thead><tbody><tr><td>ISVR1</td><td>Submission was successfully submitted - Even if Informational or Warning Messages appear below, please do not resubmit this application</td></tr><tr><td>ICON1</td><td>1318</td></tr></tbody></table>	Confirmation Code	Message	ISVR1	Submission was successfully submitted - Even if Informational or Warning Messages appear below, please do not resubmit this application	ICON1	1318																		
Confirmation Code	Message																								
ISVR1	Submission was successfully submitted - Even if Informational or Warning Messages appear below, please do not resubmit this application																								
ICON1	1318																								
First Named Applicant:	James Stanley																								
Attorney Docket Number:	5701-01292																								
Timestamp:	2003-07-10 15:22:02 EDT																								
From:	IJS																								
File Listing:	<table border="1"><thead><tr><th>Doc. Name</th><th>File Name</th><th>Size (Bytes)</th><th>Date Produced</th></tr></thead><tbody><tr><td>us-bia-sheet</td><td>ASL2921US030710-usbtes.xml</td><td>1514</td><td>2003-07-10 07:07:00</td></tr><tr><td>us-fee-sheet</td><td>us-fee-sheet.xml</td><td>24912</td><td>2003-07-10 10:00:01</td></tr><tr><td>us-fee-sheet.cdf</td><td>us-fee-sheet.cdf</td><td>10901</td><td>2003-07-10 19:08:00</td></tr><tr><td>us-request</td><td>ASL2921US030710-usreq.xml</td><td>19054</td><td>2003-07-10 19:08:00</td></tr><tr><td>us-request.cdf</td><td>us-request.cdf</td><td>19054</td><td>2003-07-10 19:08:00</td></tr></tbody></table>	Doc. Name	File Name	Size (Bytes)	Date Produced	us-bia-sheet	ASL2921US030710-usbtes.xml	1514	2003-07-10 07:07:00	us-fee-sheet	us-fee-sheet.xml	24912	2003-07-10 10:00:01	us-fee-sheet.cdf	us-fee-sheet.cdf	10901	2003-07-10 19:08:00	us-request	ASL2921US030710-usreq.xml	19054	2003-07-10 19:08:00	us-request.cdf	us-request.cdf	19054	2003-07-10 19:08:00
Doc. Name	File Name	Size (Bytes)	Date Produced																						
us-bia-sheet	ASL2921US030710-usbtes.xml	1514	2003-07-10 07:07:00																						
us-fee-sheet	us-fee-sheet.xml	24912	2003-07-10 10:00:01																						
us-fee-sheet.cdf	us-fee-sheet.cdf	10901	2003-07-10 19:08:00																						
us-request	ASL2921US030710-usreq.xml	19054	2003-07-10 19:08:00																						
us-request.cdf	us-request.cdf	19054	2003-07-10 19:08:00																						